



**MINUTES
DEVELOPMENT COMMITTEE
UNA FOUNDATION**

Thursday, July 18, 2019; 10:30 a.m. – 11:30 a.m.

The Guillot University Center – Faculty Commons

Present: Chair Brad Botes, Vice Chair Chester McKinney, Jim Page, Uhland Redd, and Jason Thomas

Absent: Larry Bowser, Nancy Sanford and Tom Ross

Others Present: none

Staff Liaison: Barbie Terry

The meeting was called to order at 10:40 a.m. due to a meeting room location change. A welcome was extended by Brad Botes, Chair. Chair Botes presented the minutes from the March 15, 2019 meeting to the committee. The minutes were approved. Chair Botes then turned the meeting over to Ms. Barbie Terry for an update on Derby Day 2019.

Ms. Terry updated the committee on the final numbers of Derby. She also talked about ideas for next year which came from the staff post event evaluation. The committee also gave feedback which was mostly consistent with the staff post event evaluation. Suggestions included changing the time of the event to be more of a social event and having the auction after the race to allow patrons more time to visit and get comfortable before bidding. Discussion around how to make more money with limited table space was of value. Member Jason Thomas talked about an event that he attended in the past where sponsors were not given a table, but rather a VIP experience. This included a room to leave your personal things, an easier check in and tickets to the event for a party of 10. These are all things the Advancement staff will discuss when planning Derby 2020.

Next, Ms. Barbie Terry gave an update on Data Sources and the current work the Office of Advancement is doing to ensure the data is clean. She discussed recent meetings on campus around the discussion of a possible database transition to communicate with other campus offices more easily. She noted that a price estimate has not been discussed and they are in the early phases of discussion with an estimated 18 month conversion period should a change take place. Ms. Terry talked about scrubbing the database for accurate contact information for all records regardless of which database the team will utilize. All members of the committee agreed that this is vital to the success and even expressed concern over the fact that we have not been utilizing available software already. The committee has made a commitment to hold the development team accountable for purchasing and utilizing needed software while being fiscally responsible.

Ms. Terry shared the philosophy of development and educating the entire Foundation Board of Directors on board expectations and fundraising. The committee agrees that making sure the members know the expectations and having one on one visits with someone from the development team is vital. Ms. Terry shared that we want all committee members to be able to give easily to an area that is important to each member individually. With this approach, the development committee can assist with conversations with more confidence that each member has been asked to give.

Chair Botes asked Chester McKinney to adjourn the meeting while he stepped out to attend the executive committee meeting.

The meeting adjourned at 11:30 a.m.